

MEMORANDUM

Agenda Item No. 10(A)(5)

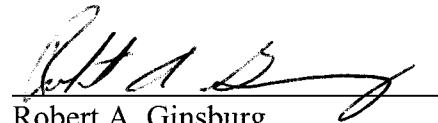
TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE: February 1, 2005

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Resolution approving
in-kind services for the
Miami-Dade County Days
event

The accompanying resolution was prepared and placed on the agenda at the request of Dr. Barbara Carey-Shuler.


Robert A. Ginsburg
County Attorney

RAG/jls



MEMORANDUM

(Revised)

TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE: February 1, 2005

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Agenda Item No. 10(A)(5)

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 10(A)(5)
2-1-05

RESOLUTION NO. _____

RESOLUTION APPROVING PROVISION OF IN-KIND SERVICES
FROM THE MIAMI-DADE COUNTY COMMUNICATIONS
DEPARTMENT FOR THE MIAMI-DADE COUNTY DAYS EVENT
TAKING PLACE IN TALLAHASSEE, FLORIDA ON APRIL 6-7,
2005 IN AN AMOUNT NOT TO EXCEED \$5,000.00

WHEREAS, Miami-Dade County Days In Tallahassee, a not-for-profit corporation, has requested that the Miami-Dade County Communications Department provide in-kind services for the April 6-7, 2005 Miami-Dade County Days event in Tallahassee, Florida in an amount not to exceed \$5,000.00 (see attached Fee Waiver/In-Kind Service Application); and

WHEREAS, this Board has previously allocated \$10,000.00 from the Airport and Seaport budgets in support of this event; and

WHEREAS, this event is one that has County-wide impact and the in-kind services shall be funded from the County-wide In-Kind Reserve Budget,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes the provision of in-kind services by the Miami-Dade County Communications Department for the April 6-7, 2005 Miami-Dade County Days event in Tallahassee, Florida in an amount not to exceed \$5,000.00.

The foregoing resolution was sponsored by Dr. Barbara Carey-Shuler and offered by
Commissioner _____, who moved its adoption. The motion was seconded by
Commissioner _____ and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman
Dennis C. Moss, Vice-Chairman

Bruno A. Barreiro
Jose "Pepe" Diaz
Sally A. Heyman
Dorrin D. Rolle
Katy Sorenson
Sen. Javier D. Souto

Dr. Barbara Carey-Shuler
Carlos A. Gimenez
Barbara J. Jordan
Natacha Seijas
Rebeca Sosa

The Chairperson thereupon declared the resolution duly passed and adopted this 1st day of February, 2005. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.



Mariela Martinez-Cid

Communication \$5,000

MIAMI-DADE COUNTY
FEE WAIVER/IN-KIND SERVICES APPLICATION

COUNTY FEE WAIVERS OR IN-KIND SERVICES REQUESTED THROUGH THIS PROCESS ARE NOT EFFECTIVE UNTIL APPROVED BY ACTION OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO THE MIAMI-DADE COUNTY HOME RULE CHARTER

Please complete the following form and submit completed form along with requested materials, if applicable, to:

Special Events Staff
Communications Department
111 N.W. 1st Street, Suite 2510
Miami, FL 33128

Phone: (305) 375-2836
Fax: (305) 375-3968

Type of Event/Application (select one of the following):

- ☐ District Event - Event of minimal impact related to specific commission district (Complete questions 1-7, sign and date; copy will be submitted to the appropriate District Commissioner within two days of receipt of application.)
- ☐ Small Event - Event of minimal impact not necessarily related to a specific commission district. (Complete questions 1-7, sign and date.)
- ☒ Special Event - Event with expected attendance of less than 5,000 with localized impact limited to an individual community or municipality (Complete questions 1-12, sign, date and submit form no later than 60 days prior to event date.)
- ☐ Major Event - Large Event with expected attendance of over 5,000 or significant probability of protests, controversy, violence or vandalism (Complete questions 1-12, sign, date and submit form no later than 120 days prior to event date.)

1. Full legal name of the requesting organization: Miami-Dade County Days In Tallahassee

2. Applicant Status: (Select one of the choices below)

- ☒ Not-For-Profit or Tax Exempt ☐ Local Government or Public Entity
- ☐ For-Profit
- ☐ County Sponsored Event/Sponsoring Department _____
- ☐ Other (specify): _____

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.):
Charles L. Gomes, Treas. - 10719 SW 104 Street, Miami, FL 33176
Ph. (305) 595-9377 / Ex. (305) 595-0325 e-mail: gomescpa@aol.com

4. Specify fee waiver or in-kind service requested (quantify, if applicable): Requesting \$15,000 for in-kind
services - printing, posters, video support, and miscellaneous related
items.

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries):
Miami-Dade County Days in Tallahassee will take place on April 6 & 7, 2005,
for the purpose of showcasing Miami-Dade County and its municipalities during
the 2005 legislative session. This is the 17th year of promoting the needs
of Miami-Dade County during the legislative session. Over 3,000 people attend.

6. Please select ALL that apply to event:

- ☒ Economic Development: Event supports vitality or growth of the local economy
- ☐ Youth/Education: Event benefits youth of any age and/or offers educational benefits
- ☐ Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community
- ☐ Arts and Culture: Event supports music, theatre, literature, art or culture
- ☐ Environmental: Event benefits environmental concerns or promotes conservation
- ☐ Sports and Athletics: Event supports/promotes organized sports or recreational participation

7. Physical address of event venues (please specify Commission District(s)):

Commission district is not applicable. This event takes place in
Tallahassee, FL.

MIAMI-DADE COUNTY
FEE WAIVER/IN-KIND SERVICES APPLICATION

8. Description of regional or local impact: Not applicable. Event takes place in Tallahassee.
9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): Same as in item #8.
10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Same as in item #8.
11. Expected number of participants and estimated attendance (per day, if applicable): Not applicable.
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): See attached schedule

I hereby certify that all the statements made in this application are true and correct.


Signature of Authorized Representative

November 9, 2004
Date

MIAMI-DADE COUNTY DAYS, INC.
STATEMENT OF REVENUE LESS COSTS AND EXPENSES
2005 BUDGET COMPARED WITH 2004 (part year) 2003 and 2002 ACTUAL

	BUDGET	Actual	Actual	Actual
	2005	Jan1-Nov 8,'04	2003	2002
Revenues Collected				
AIRFARE INCOME	\$40,000	38,988	\$37,500	\$39,400
CONTRIBUTIONS	106,000	107,150	98,550	70,528
HOTEL ROOMS	40,000	35,875	35,412	28,600
PARTICIPATION FEES	50,000	46,000	38,400	38,250
Total Revenues Collected	236,000	228,013	209,862	176,778
Costs & Expenses Paid				
ACCOUNTING & TAX FILING	7,000	6,093	9,252	5,136
AIRFARE COSTS	21,000	20,784	20,128	15,903
BREAKFAST	4,000	4,743	3,281	2,115
CERT & AWARDS-M.K.	2,000	1,681	2,254	165
CERTIFICATES & AWARDS	1,000	496	850	1,616
CLOSING LEGISLATIVE SESSION	0		3,000	2,154
COMPUTER SERVICES	3,000	3,210	0	3,500
CONTRACT LABOR	1,500	1,450	2,321	1,385
COORDINATING EXPENSES	6,800	5,218	11,086	1,760
COORDINATION SERVICES	15,000	15,000	15,000	15,000
DELEGATION LUNCH	0	0	5,465	5,355
ENTERTAINMENT-M.K.	3,300	3,203	3,097	3,018
ENTERTAINMENT-OTHER	2,700	0	5,571	3,595
FOOD-M.K.	19,000	17,683	18,382	3,407
HOTEL ROOMS	60,000	58,005	51,962	40,423
LOCAL TRANSP & BAGGAGE	5,000	4,600	3,200	4,407
OFFICE SUPPLIES	500	502	96	40
PAELLA FEST	18,000	18,806		
PAYROLL	20,000	21,182	18,553	16,005
PAYROLL-TAXES	1,800	1,647	1,476	1,225
POSTAGE & PRINTING	2,500	2,679	2,763	2,788
PROMOTION/PROMOS SUPPLIES	1,500	1,322	3,839	3,252
RECEPTION	15,000	7,550	14,219	22,098
RENT-OFFICE (INCL TEL.)	10,000	10,145	7,709	7,686
RENTAL-M.K.	6,000	6,022	5,741	2,156
TAXES & PERMITS	400	356	134	7
TIES & SCARFS	6,000	5,800	5,350	5,414
TRANSPORTATION-M.K.	2,000	0	1,993	1,455
TRAVEL	0	0	709	1,250
TRUCKING & DRIVERS	1,000	1,176	1,006	844
Total Costs & Expenses Paid	236,000	219,354	218,436	173,158
Revenues Less Costs & Expenses	0	8,658	(8,574)	3,619
Cash Balances				
Beginning of Year	10,000	3,014	11,587	7,968
End of Year	\$10,000	11,872	3,014	\$11,587
		(Nov 8,'04)		
		(Note 2 below)		
(MK=Mambo King Costs/Exps)				
Note 1: In-Kind Values not reflected				
Note 2: Estimated \$1,672 additional expenses to be paid Nov 9 to Dec 31,'04 leaving \$10,000 in Bank				

SUBJECT TO BOARD APPROVAL AS OF NOV 9, 2004

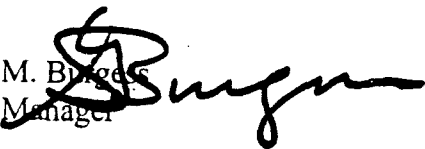
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Memorandum



Date: February 1, 2005

To: Honorable Chairman Joe A. Martinez and Members,
Board of County Commissioners

From: George M. Burgess
County Manager 

Subject: District Specific In-Kind Request Recommendation

The Office of Strategic Business Management (OSBM) has reviewed the attached in-kind request and recommends for the item to move forward to the Board of County Commissioners for consideration. The countywide in-kind reserve balance allows for the funding of this request.

Background

A waiver for in-kind services is being requested by a non-profit organization Miami-Dade County Days In Tallahassee for their annual Miami-Dade County Days in Tallahassee event scheduled for April 6 & 7, 2005.

In-kind services have been requested in an amount not to exceed \$5,000 from the Communications Department for design, printing, posters, video support and any other miscellaneous items. This event will be funded from the countywide in-kind reserve funds.

In FY 2004-05, the Miami-Dade County Communications Department has not been allocated any County funding for the 2005 Dade Days event.